

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 500
(Master)

April 6, 2022

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 500 (the "District") met in regular session, open to the public, on the 6th day of April, 2022, at the Lakehouse, 10000 Towne Lake Parkway, Cypress, Texas, outside the boundaries of the District but inside the boundaries of the Service Area, and the roll was called of the members of the Board:

Jeffry D. Ottmann	President
Joanne E. Quintero	Vice President
Jeff P. Collins	Secretary
James Spackman	Assistant Secretary
Alan Steinberg	Asst. Vice President/ Asst. Secretary

and all of the above were present, thus constituting a quorum.

Also present at the meeting were Travis Singleton of the Towne Lake Community Association, Inc. ("HOA"); Michael Crahan of Caldwell Companies; Chief Kenny Grayson and Chief Jason Roberts of Cy-Fair Fire Department ("Cy-Fair FD"); Garrett Robertson of Storm Water Solutions, LLC ("SWS"); Leslie Cook of RBC Capital Markets; Debbie Tomer of F. Matuska, Inc.; Amanda Benzman of Environmental Development Partners, LLC ("EDP"); J.T. Gaden and Robert Atkinson of EHRA Engineering ("EHRA"); Brenda McLaughlin of Bob Leared Interests; and Alia Vinson, Katie Carner, and Jennifer Ramirez of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

Mr. Singleton addressed the Board regarding silt buildup in the northernmost marina.

Chief Grayson addressed the Board regarding the schedule previously approved by the Board for Cy-Fair FD's periodic use of the regional detention facilities for public safety training. He requested the Board consider expanded training hours and distributed requested revisions to the Agreement for Use of Facilities with Cy-Fair FD. Ms. Carner stated that the matter would be discussed under agenda item no. 5.

APPROVE MINUTES

The Board reviewed the minutes of the March 2, 2022, regular meeting. After review and discussion, Director Steinberg moved to approve the minutes of the March

2, 2022, regular meeting, as presented. Director Quintero seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Tomer reviewed the bookkeeper's report, a copy of which is attached, and submitted the bills for the Board's review.

The Board discussed the payment to A All Animal Control ("AAAC"). Director Ottmann, as the District's wildlife liaison, expressed dissatisfaction with level of communication from AAAC and noted the lack of a report for this month and the previous month. Ms. Carner stated that ABHR would reach out to AAAC to request a report and to request that the trapper contact Director Ottmann as soon as possible.

Director Steinberg noted that check no. 5210 is missing from the listing of the checks on the summary page at the beginning of the report.

After discussion, Director Quintero moved to approve the bookkeeper's report and the payments presented. Director Steinberg seconded the motion, which passed unanimously.

Ms. Tomer reviewed a proposed Amendment to Contract for Bookkeeping Services, reflecting updated rates. After review and discussion, Director Quintero moved to approve the Amendment to Contract for Bookkeeping Services and direct that the Amendment be filed appropriately and retained in the District's official records. Director Steinberg seconded the motion, which passed by unanimous vote.

OPERATION OF DISTRICT FACILITIES

Ms. Benzman presented the operator's report, a copy of which is attached. She reported on routine maintenance and repair items in the Service Area.

Ms. Benzman reported that EDP filed an unauthorized discharge report with the Texas Commission on Environmental Quality and Harris County due to a tripped clarifier arm.

Ms. Benzman reviewed a proposal in the amount of \$15,000, submitted by Wright Solutions, for repair of the wastewater treatment plant driveway. Discussion ensued regarding the current condition of the driveway and whether more extensive repairs are needed. Ms. Benzman stated that, at a minimum, EDP recommends fixing the potholes. After discussion, the Board tabled action on this proposal, pending further review and coordination with EDP by Directors Collins and Ottmann.

Ms. Benzman reported that EDP obtained rental generators for wastewater treatment plant no. 1 and lift station no. 2 in preparation for the upcoming hurricane

season.

Ms. Benzman stated that EDP replaced a faulty controller on the water plant no. 2 generator for an estimated cost of \$4,700.

Ms. Benzman updated the Board on the status of the rebuild of booster pump no. 4 at water plant no. 1.

After review and discussion, Director Quintero moved to accept the operator's report. Director Collins seconded the motion, which passed unanimously.

DISCUSS LAKE MANAGEMENT AND MAINTENANCE

WILDLIFE MANAGEMENT, INCLUDING REPORT AND PROPOSALS FROM AAAC

The Board discussed the status of wildlife management in the District, including wildlife monitoring and trapping.

EROSION, DREDGING, AND WATER QUALITY

Mr. Gaden reported that the drone survey was completed for the detention facilities north of Tuckerton Road and south of Cypress North Houston. He stated that another Erosion Control Committee meeting will be scheduled once EHRA has completed the report based on the drone survey results.

The Board reviewed a request from the HOA to remove failed erosion control netting along the shoreline adjacent to Towne Lake, Sections 47 and 49, a copy of which is attached. After review and discussion, Director Steinberg moved to authorize the HOA to remove the failed erosion control netting. Director Collins seconded the motion, which passed unanimously.

Ms. Carner stated that the HOA has requested that the District authorize the HOA to allow the use of ShoreSOX erosion control as an approved method of erosion control. She reviewed the HOA's proposed guidelines for resident use of the ShoreSOX system, a copy of which is attached. Mr. Gaden reported that the pilot ShoreSOX project at a residential lot, previously authorized by the Board, appears to be successful in remediating the erosion. After review and discussion, Director Steinberg moved to authorize the HOA to allow the use of ShoreSOX erosion control for residential erosion control, subject to receipt of the final recorded documentation from the HOA. Director Collins seconded the motion, which passed unanimously. The Board requested that ABHR prepare correspondence to the HOA documenting the approval.

The Board discussed the request from the Cy-Fair FD for expanded hours and days for the periodic use of the regional detention facilities for public safety training. The Board deferred further discussion on this matter until Executive Session.

AMENDMENT TO LAKE RULES

There was no discussion on this agenda item.

ENGINEERING MATTERS

Mr. Gaden presented an engineer's report, a copy of which is attached, and reviewed it with the Board.

Mr. Gaden reviewed the capital projects fund sheet, a copy of which is attached to the engineer's report.

PRELIMINARY PLANNING FOR GRADE SEPARATION AT UNION PACIFIC RAILROAD AND INTERSECTION IMPROVEMENTS AT HIGHWAY 290 ("UPRR/HIGHWAY 290 PROJECT")

Mr. Gaden updated the Board on the status of the UPRR/Highway 290 Project. He stated that an updated project schedule was posted to the District's Share Point site. The Board requested that EHRA create a folder for the UPRR/Highway 290 Project on the District's Share Point site.

Ms. Vinson reviewed a draft Joint Participation Interlocal Agreement with Harris County for project funding for the UPRR/Highway 290 Project. After review and discussion, Director Quintero moved to approve the Joint Participation Interlocal Agreement with Harris County, subject to the Board President's final approval, and direct that the Agreement be filed appropriately and retained in the District's official records. Director Steinberg seconded the motion, which passed unanimously.

REPORT ON STORMWATER FACILITIES MAINTENANCE AND REPAIRS, AND APPROVE SUBMERGED STORM SEWER AGREEMENTS AND MAINTENANCE AGREEMENTS

Mr. Robertson introduced himself and reviewed the report on stormwater facilities maintenance and repairs, a copy of which is attached.

Mr. Robertson reviewed a letter from SWS regarding confined space regulations under the Occupational Safety and Health Administration that SWS determined applies to one of the District's stormwater quality features, a copy of which is attached. He reviewed a proposed updated annual maintenance schedule for the Towne Lake 1 IP3

stormwater quality feature, which incorporates additional confined space measures, in the amount of \$8,500.00, a copy of which is attached.

Mr. Robertson also reviewed a proposal in the amount of \$3,100.00 for annual maintenance of the Barker Cypress Commercial Reserve Phase 1 stormwater quality feature that will be transferred to the District for ownership and maintenance, a copy of which is attached. In response to an inquiry, Mr. Gaden stated that the Barker Cypress Commercial Reserve Phase 1 stormwater quality feature could potentially be an Internal District item.

Mr. Robertson then reviewed a proposal in the amount of \$3,985.00 for clean out of the Towne Lake Commons stormwater quality feature, submitted by SWS, a copy of which is attached.

After discussion, the Board deferred action on all of the proposals submitted by SWS, pending further review by the Board and EHRA. The Board also requested EHRA to obtain additional bids for the maintenance of the District's stormwater quality features for the Board's review at the next regular meeting.

REVIEW BIDS AND AWARD CONTRACT FOR EMERGENCY WATER INTERCONNECT

Mr. Gaden updated the Board on the status of design of the emergency water interconnect with Harris County Municipal Utility District No. 196.

REVIEW BIDS AND AWARD CONTRACT FOR CONSTRUCTION OF WASTEWATER TREATMENT PLANT NO. 2

Mr. Gaden reported that the District received one bid for construction of wastewater treatment plant no. 2 in the amount of \$5,629,659.40, submitted by C4 Partners. He stated that EHRA still needs to review the bid further, but he noted that the project might need to be redesigned and/or rebid due to the bid coming in much higher than the engineer's estimate. Discussion ensued regarding recent cost increases for construction projects. The Board concurred to schedule a special meeting to discuss the matter further once EHRA has completed their review.

APPROVE PLANS AND SPECIFICATIONS AND AUTHORIZE ADVERTISEMENT FOR BIDS FOR THE MOUND ROAD EAST UTILITY EXTENSION PROJECT

Mr. Gaden updated the Board on the design of the Mound Road East Utility Extension project.

WASTEWATER TREATMENT PLANT NO. 1 GENERATOR

There was no discussion on this agenda item.

APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR TOWNE LAKE SECTION 60 TEMPORARY ACCESS ROAD

Mr. Gaden updated the Board on the construction of the Towne Lake Section 60 temporary construction access road. He stated that he had no pay estimates from Storm Water Solutions, LLC for the Board's approval.

APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR WATER WELL NO. 1 AND WATER PLANT NO. 1 HYDROPNEUMATIC TANK ADDITION

Mr. Gaden updated the Board on the status of construction of water well no. 1 and the additional hydropneumatic tank. He stated that there were no pay estimates from HCG for the Board's approval.

APPROVE CAPACITY RESERVATIONS AND UTILITY COMMITMENT LETTERS

Mr. Gaden reported that Harris County Municipal Utility District No. 502 has requested 118 equivalent single-family connections for water and sewer capacity for Towne Lake, Sections 58 and 63. Following review and discussion, and based upon the engineer's recommendation, Director Quintero moved to approve the capacity request. Director Collins seconded the motion, which passed unanimously.

UPDATE ON TPDES PERMIT RENEWAL APPLICATION FOR HORSEPEN CREEK WASTEWATER TREATMENT PLANT

There was no discussion on this agenda item.

CONVEYANCE OF EASEMENTS/DEEDS; ABANDONMENT OF EASEMENT; CONSENTS TO ENCROACHMENT

The Board considered approving a proposal in the amount of \$2,725.00 from Berg Oliver Associates, Inc. ("Berg Oliver") for a Phase I Environmental Site Assessment for conveyance of three tracts to the District. After review and discussion, Director Quintero moved to approve the proposal from Berg Oliver and direct that the proposal be filed appropriately and retained in the District's official records. Director Steinberg seconded the motion, which passed by unanimous vote.

UPDATE ON PREPARATION OF PARK SURPLUS FUNDS APPLICATION AND BOND APPLICATION NO. 12

Ms. Carner updated the Board on the preparation of a park surplus funds application and water, sewer, and drainage bond application no. 12.

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY MATTERS, INCLUDING
CONSTRUCTION OF SURFACE WATER DELIVERY LINE FOR WATER PLANT NO.

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There was no discussion on this agenda item.

LANDSCAPE ARCHITECT'S REPORT

There was no discussion on this agenda item.

REPORT REGARDING DEVELOPMENT IN THE DISTRICT

There was no discussion on this agenda item.

REPORTS FROM DISTRICT CONSULTANTS REGARDING DISTRICT
CORRESPONDENCE AND PROVISION OF RECORDS

The Board reviewed correspondence from Build America Mutual, a copy of which is attached. After review and discussion, the Board took no action.

CONVENE IN EXECUTIVE SESSION TO CONDUCT A PRIVATE CONSULTATION
WITH ATTORNEY TO DISCUSS PENDING OR CONTEMPLATED LITIGATION, OR
A SETTLEMENT OFFER, PURSUANT TO SECTION 551.071, TEXAS GOVERNMENT
CODE

The Board convened in Executive Session at 1:46 p.m. pursuant to Section 551.071 of the Texas Government Code to conduct a private consultation with their attorney. Ms. Vinson, Ms. Carner, and Ms. Ramirez also were present.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION

The Board reconvened in Open Session at 2:01 p.m. The Board took no action.

REVIEW AND REVISE ACTION LIST

The Board reviewed the action list and noted items to be included and removed from the list.

There being no further business to come before the Board, the Board concurred to adjourn the meeting.

(SEAL)

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Secretary, Board of Directors

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